## **Appendix 34c • Request to Dispose of Property**

(A) (B) (C) (D) (E) (F) (G) (H  ITEM DESCRIPTION DATE OF FUND CDA LOCATI PRESEN DISPOSE	CONTRACTOR NAME:							CONTRACT NO.		
AUTHORIZED SIGNATURE:  Type Name and Title:  DATE COMPLETED:  DATE COMPLETED:  DISPOSITION CODE - 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**; ONLY DOCUMENT #:	CONTRACTOR ADDRESS:				CONTACT		PHONE NO.			
DISPOSITION CODE – 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**; 6) Destroyed (as by Fire, etc.)**; 7) Surplus Property. **Provide dates, explanation, and police report number.  DOCUMENT #:	ITEM DESCRIPTION		DATE OF PURCHA	PURCHA SE	FUND	CDA	LOCATI ON	PRESEN T CONDIT	(H) DISPOSIT ON CODE	
DISPOSITION CODE – 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**;  5) Destroyed (as by Fire, etc.)**; 7) Surplus Property. **Provide dates, explanation, and police report number.  ONLY  DOCUMENT #:										
DISPOSITION CODE – 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**;  DISPOSITION CODE – 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**;  ONLY  DOCUMENT #:										
DISPOSITION CODE – 1) Trade-In; 2) Sale (including Junk Sale); 3) Junk (Valueless); 4) Lost** 5) Stolen**;  6) Destroyed (as by Fire, etc.)**; 7) Surplus Property. **Provide dates, explanation, and police report number.  DOCUMENT #:										
6) Destroyed (as by Fire, etc.)**; 7) Surplus Property. **Provide dates, explanation, and police report number.  DOCUMENT #:	AUTHORIZED SIGNATURE:	TYPE NAME AND TITLE:			DATE COMPLETED:			L PLETED:		
	<b>DISPOSITION CODE</b> – 1) Trade-In; 2) 6) Destroyed (as by Fire, etc.)**; 7) Su	) Sale (including Irplus Property.	g Junk Sale); **Provide da	3) Junk (Valuates, explanat	ueless); 4) Lo	ost** 5) Stole ce report nur	nber. DOCUMENT	ONLY #:	ERVICES US	

May 2012 Appendix 34c - 1